

## SPECIAL EVENT REQUEST FORM

Any event occurring out of the ordinary course of parks or business functions, i.e., *weddings, dog shows, races, runs, walks, bicycle races, filming of movies, festivals*, primarily for the purpose of entertainment or fund raising and to attract participants and/or observers, requires a valid Special Event Permit. Advertising and/or ticket sales should not begin until application is approved. Please allow two weeks for application approval process.

---

Application Date\_\_\_\_\_

Contact Person\_\_\_\_\_

Organization\_\_\_\_\_

Address\_\_\_\_\_City\_\_\_\_\_Zip\_\_\_\_\_

Work Phone\_\_\_\_\_Home Phone\_\_\_\_\_Cell Phone\_\_\_\_\_

---

Type of Event\_\_\_\_\_

Facility/Area Request\_\_\_\_\_

Date(s) Requested\_\_\_\_\_Time(s) Requested\_\_\_\_\_am/pm To\_\_\_\_\_am/pm

Anticipated Number of Attendees\_\_\_\_\_

(If over 500, you must contact Salt Lake County Health Department for a Mass Gathering Permit)

Will sales tax be collected? Yes\_\_\_\_ No\_\_\_\_ If yes, you must obtain a temporary sales tax number from the State Tax Commission, or fill out a TC69B if using a current sales tax number.

Will you be serving and/or selling food or drinks? Yes\_\_\_\_ No\_\_\_\_ If yes, you must contact Salt Lake County Health Department for a temporary food license permit. (Alcoholic beverages are not permitted in Murray Park.)

Will there be a fee or donation to attend event? Yes\_\_\_\_ No\_\_\_\_ If yes, what is the fee and what will the proceeds be used for: Fee \$\_\_\_\_\_ Use\_\_\_\_\_

---

Please provide additional information about the event and include any services required from the Parks Department. Attach a map or additional pages if necessary. \_\_\_\_\_

---

The undersigned acknowledges that the information in this application is true and correct and agrees to adhere to all rules, regulations, and policies established by the Murray Parks and Recreation Department. Applicant also understands that an Event Permit does not authorize any violation of the provisions of Murray City Code or any other code or law, rule, regulation or ordinance. The undersigned agrees to waive and release all rights and claims that might be had against Murray City Corporation for any and all injuries or losses suffered because of participation in use or use of Murray City facilities or services.

Signature:\_\_\_\_\_ Date:\_\_\_\_\_

APPROVED <input type="checkbox"/>	DENIED <input type="checkbox"/>
SIGNATURE_____	
Park Superintendent	
DATE_____	

Retain this receipt in case of conflict. Murray City Ordinance #412 prohibits the consumption of alcoholic beverage within the park. This permit does not grant permission to amplify sound or music.